

BOARD POSITIONS OPEN FOR ELECTION DUTIES

SECRETARY:

- *Shall record and present the minutes of all meetings
- *Assist in player and coach registration
- *Submit any needed advertisements
- *Oversee website with other Board members to maintain and update it
- *Schedule yearly pictures
- *Oversee all general correspondence

TREASURER:

- *Shall execute bonds, contracts, checks and other agreements as authorized by the MEYH Board or membership
- *Shall review accurate records of all receipts and disbursements, review a printed monthly financial statement at monthly meetings
- *Provide a year end financial statement
- *Shall meet with MEYH appointed accounting firm for submission of year end taxes
- *Shall review all bill incurred by the association under authorization of the board or general membership
- *Oversee MEYH checkbook
- *Keep all Non-Profit licensing current
- *Assist in player and coach registration

WEBSITE MANAGER:

- *Manages MEYH website
- *Keeps website up to date on events schedules, rosters, etc.

APPAREL COORDINATOR:

- *Coordinates apparel orders for MEYH
- *Collects funds at time of order and distributes apparel when orders com in
- *Transfers funds for all apparel orders to Treasurer along with bill

IF YOU ARE INTERESTED IN A POSITION:

Contact *Sherry Craven* by Sat. April 10th.

218)410-0572

sherryc@meyha.org

Please contact any Board member with any questions